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DD/A 81-2426/1

25 NOV 1981

MEMORANDUM FOR: Director of Communications
Director of Data Processing
Director of Finance
Director of Information Services
Director of Logistics
Director of Medical Services
Director of Security
Director of Training and Education

FROM:



Executive Officer to the DDA

SUBJECT: Travel Reduction Plan

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Forwarded herewith is a memo and some notes which we received from the DCI. In keeping with the DCI's request, please provide us by 9 December your suggestions regarding travel reduction options which we can incorporate in an overall Agency reduction plan.



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Attachments

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EO/DDA  pa(25Nov81)

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